

Internship Opportunities in Senator Michael Bennet's Office

General Information

Working as an intern in Senator Bennet's office provides a dynamic learning experience for students interested in the legislative process. It also provides an opportunity for students to witness firsthand the inner workings of a Senate office. Internships are offered year-round in both the Washington, DC and Colorado offices. The Colorado offices are located in Denver, Fort Collins, Fort Morgan, Colorado Springs, Alamosa, Pueblo, Grand Junction, and Durango.

Washington, DC Office

Working as an Intern in the Washington, DC office allow students to observe the operations of the Senate and its interactions with the House of Representatives, the executive branch, and the judicial branch of the federal government. Interns may apply for a position where they will undertake a variety of projects in the legislative, press, or scheduling areas under the guidance of their supervisor. Interns also work closely with the Intern Coordinator and Administrative Director to assist in providing constituent services.

- **Legislative:** The Legislative Assistants (LA) advise Senator Bennet on legislative issues and prepare the Senator for floor activity, hearings and meetings and Legislative Correspondents (LC) respond to constituent correspondence. The legislative staff work under the direction of the Legislative Director (LD). Interns are assigned to work with a staff member in the legislative area and assist with these legislative responsibilities.
- **Press:** The press office informs Coloradans about Senator Bennet's legislative activities in Washington and in Colorado through press releases, radio and TV and newsletters. Interns who are interested in working in the press area will assist the Press Secretary with newspaper clippings, radio shows, daily news
- **Scheduling:** The scheduling office is responsible for maintaining the Senator's schedule while he is in Washington, DC. An intern working in the scheduling office will assist the Scheduler in managing the Senator's time on a day-to-day basis as well as track invitations and appointments.

Colorado Office

The Colorado offices provide constituent services to Coloradans who are having difficulties working with agencies of the federal government. They work closely with state and local governments as well in seeking federal grant money. Coloradan intern duties include assisting with constituent requests under the supervision of the constituent service staff, greeting visitors and answering phones.

Answers to Some of Your Questions

What intern positions are available?

Intern positions are available in each of Senator Bennet's eight state offices as well as his office in Washington, DC. Internships are available for the fall and spring, corresponding with the school semester, and for the summer on a shorter but more rigorous schedule.

What kind of internship should I do?

Each internship program offers its own unique learning experience. Deciding which one best suits you depends largely on your chosen career path and interests. If you are interested in constituent services, you should consider an internship in one of the state offices. If you are interested in public policy or politics, consider interning in the Washington, DC office. If you are interested in communications or journalism, apply for a press internship either in the Denver or Washington, DC office.

Who should apply for an internship?

Senator Bennet's internship program is open to all undergraduate students from Colorado or out of state residents who are attending school in Colorado. Students must be in good academic standing and have an interest in issues affecting the country and the state. Students in all majors are accepted. Although the internship program often appeals to students majoring in political science or government, we encourage students in other disciplines to apply as well so that all students have the opportunity to learn the legislative process and to have insight into public policy development in their area of study.

Can I get College Credit for this Internship?

Many colleges and universities offer credit to students who take part in an internship program. Check with your faculty advisor or department head to determine if this option is available to you. Our office will work with your college, if necessary, to assist in the process.

Is this a paid internship?

The internship is an educational opportunity for students. No Stipend or salary is provided.

How do I get to Washington, DC? How can I cut costs?

Transportation arrangements and travel costs are your responsibility. Our office will assist with information about the airports, train, bus and metro schedules. Although Washington Reagan National Airport is the closest airport to the city, it is beneficial to compare costs on flights to Washington Dulles (Dulles Virginia) and Baltimore-Washington International (in Baltimore, Maryland). Oftentimes flying to an airport other than National Airport and taking a train or shuttle bus into the city may be less expensive than flying directly to National Airport. When you arrive, consider purchasing a monthly pass on the Metro subway system. The office can provide additional materials useful for living in the city.

Application Info: Senator Bennet's office recruits interns from among undergraduate students of all majors. Applicants should be either Colorado residents or attending school in the state. You can call the Intern Coordinator for an application form or download the form online at www.bennet.senate.gov.

Deadlines for Applying for an Internship:

Summer Session	March 31
Fall Session	July 1
Spring Session	November 1

For More Information: Contact the Intern Coordinator at (202)224-5852.

Send Completed Application to:

WASHINGTON, DC *
702 Hart Senate Office Building,
Washington, DC 20510

GRAND JUNCTION
225 N 5th St, Suite 511
Grand Junction, CO 81501

DURANGO
835 E 2nd Ave, Suite 203
Durango, CO 81301

DENVER, CO
2300 15th Street, Suite 450
Denver, CO 80202

FORT COLLINS
11 Old Town Sq., Suite 260
Fort Collins, CO 80524

PUEBLO
129 W B St
Pueblo, CO 81003

COLORADO SPRINGS
409 N. Tejon, Suite 107
Colorado Springs, CO 80903

FORT MORGAN OFFICE
109 E Railroad Ave. #4
Fort Morgan, CO 80701

ALAMOSA
609 Main St, Suite 110
Alamosa, CO 81101

*Due to Security Precautions there is a two week delay on all mail to the Washington, DC office.